

Office for
Students



2021-22 Student data checking tool

2021-22 Student Loans Company
comparison technical document and
rebuild instructions

Enquiries to hesastudentdata@officeforstudents.org.uk

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Summary

1. This document describes the 2021-22 Student Loans Company (SLC) comparison files generated by the 2021-22 Student data checking tool and rebuild instructions. Throughout the document, fields taken or derived from the 2021-22 Student record are shown in capitals.
2. The purpose of this comparison is to ensure that the 2021-22 Student data is consistent with SLC records. For each provider, we check:
 - whether all students who received student support from the SLC during the 2021-22 academic year are included in the 2021-22 Student data
 - whether all students who are recorded as receiving SLC tuition fee loans in the 2021-22 Student data appear in the SLC data
 - whether all students recorded in the SLC data with a withdrawal date have a corresponding end date in the 2021-22 Student data.
3. The 2021-22 SLC comparison can be used by higher education providers to verify and correct their 2021-22 individualised student data before signing off the final data with the designated data body (DDB).
4. The SLC comparison outputs are formed of two files. These are:
 - SLC comparison workbook 'SLCCOM21_AAA_XXXXXXXX.xlsx'
 - SLC comparison individualised file 'SLCCOM21_AAA_XXXXXXXX_IND.csv'

where XXXXXXXX is the UK Provider Reference Number (UKPRN) for the provider and AAA identifies the output type as listed in the table below.

| File abbreviation | Source of outputs |
|-------------------|----------------------------|
| DCT | Data checking tool |
| AST | Amendments submission tool |

Details of how to use individualised files are given on the Office for Students (OfS) website at: www.officeforstudents.org.uk/data-and-analysis/supplying-data/working-with-individualised-files/

5. These files can be accessed via the Information Reporting Interface Service (IRIS) report which is available on the DDB's data collection site at <https://datacollection.hesa.ac.uk/>. Access details will be sent to the appropriate contacts at providers when the data checking tool is available.
6. This document is aimed at readers with in-depth knowledge of the data. Readers are advised to refer to the Student Record Coding Manual 2021-22 (<https://www.hesa.ac.uk/collection/c21051>).

7. We will document any changes or corrections to the algorithms in this document on the Office for Students (OfS) website: www.officeforstudents.org.uk/data-and-analysis/data-checking-tool/2021-22-student-data-checking-tool/ under 'Updates'.

Changes from the 2020-21 HESA Student data checking tool

8. This section describes any changes to the algorithms since the equivalent was published for the 2020-21 algorithms in '2020-21 HESA Student - SLCCOM20 Student Loans Company comparison technical document and rebuild instructions' available from the data checking tool pages at www.officeforstudents.org.uk/data-and-analysis/data-checking-tools/.

SLCCOMDDBPOP

9. This field has been renamed from SLCCOMHESAPOP to SLCCOMDDBPOP.

SLCCOMDDBSLCPOP

10. This field has been renamed from SLCCOMHESASLCPOP to SLCCOMDDBSLCPOP.

SLCCOMSLCFUND

11. This field was previously based on SLC data from the most recent academic term. The field has now been updated so that it is derived from all records from the 2021-22 academic year, rather than only records from the most recent academic term, to account for how payments are recorded in SLC data.

2021-22 SLC comparison workbook

12. The 2021-22 SLC comparison workbook is the Excel workbook SLCCOM21_AAA_XXXXXXXXX.xlsx which contains the following worksheets:

Table 1: Worksheets in the 2021-22 SLC comparison workbook

| Worksheet* | Title |
|-------------|--------------------------------|
| Cover_Sheet | SLC comparison summary figures |

* This worksheet reference corresponds to the spreadsheet tabs.

2021-22 SLC comparison individualised file

13. When working through this document it is necessary to use the individualised file, SLCCOM21_AAA_XXXXXXXXX_IND.csv. The individualised file contains the values of all fields used to generate the 2021-22 SLC comparison summary figures.
14. Fields taken from the 2021-22 Student record or derived as part of the 2021-22 SLC comparison are shown in capitals using the names given in tables 2 and 3 respectively. Fields prefixed with 'SLCCOM' are derived, all others are taken directly from the 2021-22 Student record or SLC data, as indicated in Table 2.
15. Specific instructions for rebuilding the 2021-22 SLC comparison workbook from the individualised file are provided in this document.

16. The individualised file contains one record per instance (each unique combination of UKPRN, HUSID and NUMHUS) in the latest academic year. Additionally, the individualised file will contain one record per student as recorded in the SLC data, where that record has not been matched to an instance in the latest academic year.

Student fields used to create the 2021-22 SLC comparison

17. Student fields used to generate the 2021-22 SLC comparison are listed in Table 2.

Table 2: List of 2021-22 Student fields used in the 2021-22 SLC comparison

| Name | Description | Data source | Column in individualised file |
|---------------------|--|-------------|-------------------------------|
| UKPRN | UK Provider Reference number | Student | A |
| HUSID | Unique student identifier | Student | B |
| NUMHUS | Student instance identifier | Student | C |
| OWNSTU | Provider's own internal identifier for the student | Student | D |
| OWNINST | Provider's own instance identifier | Student | E |
| COURSEID | Course identifier | Student | F |
| ENDDATE | End date of instance | Student | G |
| XMODE01 | Category of study mode | Student | H |
| SSN | Student Support Number | Student | I |
| SSN20 | Student Support Number returned in the 2020-21 HESA Student record | Student | J |
| MSTUFEE | Major source of tuition fees | Student | K |
| SLCSSN | Student Support Number from the SLC data | SLC | L |
| SLC21TERMSTART_DATE | The first term start date within the 2021-22 academic year from the SLC data | SLC | M |
| SLCATTENDANCE_DATE | Earliest attendance confirmation date for a term relating to the 2021-22 academic year from the SLC data | SLC | N |
| SLCWITHDRAWN_DATE | The latest withdrawal date within the 2021-22 academic year from the SLC data | SLC | O |
| SLCYEARSTART_DATE | The term 1 start date from SLC data. Used to determine whether the student record relates to a year of study which began in the 2020-21 or 2021-22 academic year | SLC | P |

Description of derived fields

18. The derived fields used to generate the 2021-22 SLC comparison are listed in Table 3.

Table 3: List of derived fields used in the 2021-22 SLC comparison

| Name | Description | Paragraph | Column in individualised file |
|-----------------|---|-----------|-------------------------------|
| SLCCOMDDBPOP | Identifies students in the 2021-22 Student data for the provider | 20 | Q |
| SLCCOMDDBSLCPOP | Identifies students in the 2021-22 Student data whose main source of tuition fees is the SLC | 21 | R |
| SLCCOMSLCPOP | Identifies students who have had their registration or attendance confirmed in the SLC data | 22 | S |
| SLCCOMSLCFUND | Identifies the streams of funding released on behalf of the student by the SLC | 23 | U |
| SLCCOMENDCHECK | Identifies students in the SLC data with a withdrawal date where no ENDDATE or a substantially later or earlier ENDDATE is recorded in the 2021-22 Student data | 24 | T |

Linking

19. The 2021-22 Student and SLC records are linked using UKPRN and SSN. In the case that the SSN is missing in the 2021-22 Student record, instances will be linked to the 2020-21 HESA Student record using UKPRN, HUSID and NUMHUS. The recorded SSN from the 2020-21 HESA Student record will be used to link to the 2021-22 SLC data. The 2020-21 SSN used to link will be displayed in the individualised file as SSN20.

SLCCOMDDBPOP

20. This field identifies students who are in the 2021-22 Student data for the provider.

| Value | Description | Definition |
|-------|---|---|
| 1 | Student is in the 2021-22 Student data for the provider with an active record | A record was found in the 2021-22 Student data for the provider in the 2021-22 academic year and XMODE01 ≠ 05, 06 |
| 2 | Student is in the 2021-22 Student data for the provider with a dormant or sabbatical record | A record was found in the 2021-22 Student data for the provider in the 2021-22 academic year and XMODE01 = 05, 06 |
| 0 | Otherwise | Otherwise |

SLCCOMDDBSLCPOP

21. This field identifies students in the 2021-22 Student data whose source of tuition fees is the SLC, in whole or in part.

| Value | Description | Definition |
|-------|--|--|
| 1 | Students whose source of tuition fees is the SLC | SLCCOMDDBPOP = 1, 2 and MSTUFEE = 02, 03, 04, 52, 53, 54 |
| 0 | Otherwise | Otherwise |

SLCCOMSLCPOP

22. This field identifies students in the SLC data who were paid some student support in the 2021-22 academic year, and either did not withdraw within 14 days of the first term start date in that year, or else had their attendance confirmed during 2021-22.

| Value | Description | Definition |
|-------|--|---|
| 1 | Students who have had their registration or attendance confirmed in the SLC data | SLCSSN ≠ BLANK and (ENDDATE = BLANK or ENDDATE > 31 July 2021) and (SLCWITHDRAWN_DATE > SLC21TERMSTART_DATE + 14 or SLCWITHDRAWN_DATE = BLANK or SLC21TERMSTART_DATE = BLANK or SLCATTENDANCE_DATE ≠ BLANK) |
| 0 | Otherwise | Otherwise |

SLCCOMSLCFUND

23. This field identifies the streams of funding delivered to students from the SLC in the 2021-22 academic year.

| Value | Description |
|-------|--|
| 1 | Both tuition fee and maintenance funding were released on behalf of the student in the 2021-22 academic year |
| 2 | Only tuition fee funding was released on behalf of the student in the 2021-22 academic year |
| 3 | Only maintenance funding was released on behalf of the student in the 2021-22 academic year |
| 0 | Otherwise |

SLCCOMENDCHECK

24. This field identifies students in the SLC data with a withdrawal date where no ENDDATE or an ENDDATE which is more than 14 days different is recorded in the 2021-22 Student data.

| Value | Description | Definition |
|-------|---|--|
| 1 | Students who have a withdrawal date in the SLC data, but no ENDDATE is recorded in the 2021-22 Student data | A record was found in the 2021-22 Student data and SLCSSN ≠ BLANK and SLCWITHDRAWN_DATE ≠ BLANK and SLCWITHDRAWN_DATE < 01 August 2022 and ENDDATE = BLANK |
| 2 | Students who have a substantially later ENDDATE than the withdrawal date in the SLC data | A record was found in the 2021-22 Student data and SLCSSN ≠ BLANK and SLCWITHDRAWN_DATE ≠ BLANK and ENDDATE ≠ BLANK and ENDDATE > SLCWITHDRAWN_DATE + 14 |
| 3 | Students who have a substantially earlier ENDDATE than the withdrawal date in the SLC data | A record was found in the 2021-22 Student data and SLCSSN ≠ BLANK and SLCWITHDRAWN_DATE ≠ BLANK and ENDDATE ≠ BLANK and ENDDATE < SLCWITHDRAWN_DATE - 14 |
| 0 | Otherwise | Otherwise |

Rebuild instructions

25. The individualised file, SLCCOM21_AAA_XXXXXXXX_IND.csv, can be used to interrogate the data and our calculation of derived fields by filtering to certain groups of records. Full details of how to access and use individualised files are given on the OfS website (www.officeforstudents.org.uk/data-and-analysis/supplying-data/working-with-individualised-files/).
26. Specific instructions to rebuild the 2021-22 SLC comparison summary figures in the workbook, SLCCOM21_AAA_XXXXXXXX.xlsx, are provided here.

| Item in workbook | Derived field selection in individualised file |
|--|--|
| Students receiving student support and appearing in the 2021-22 Student data as active | SLCCOMDDBPOP = 1 and SLCCOMSLCPOP = 1 |
| Students receiving student support and appearing in the 2021-22 Student data as dormant | SLCCOMDDBPOP = 2 and SLCCOMSLCPOP = 1 |
| Students receiving student support and not appearing in the 2021-22 Student data | SLCCOMDDBPOP = 0 and SLCCOMSLCPOP = 1 |
| Students recorded in the 2021-22 Student data as receiving a tuition fee loan and not appearing in the SLC data | SLCCOMDDBSLCPOP = 1 and SLCCOMSLCPOP = 0 |
| Students appearing in the SLC data with a withdrawal date but either no ENDDATE or a substantially different ENDDATE is recorded in the 2021-22 Student data | SLCCOMENDCHECK = 1, 2, 3 |



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